

What is claimed is:

1. A method for using a computer to facilitate the creation and maintenance of a database based scheduling calendar for the coordinated scheduling of discrete components in a professional, personal or service environment having a plurality of customizable display screens, comprising the steps of:

inputting into the computer updateable database information concerning persons designated as users, persons designated as providers, persons designated as customers and material, equipment, facilities designated as resources,

inputting into the computer a customizable programming means having a visual interface, said interface having a plurality of display screens, said display screens including a first screen, said screen having a plurality of textual boxes, said textual boxes individually being an interface means, said first screen having a central grid, said grid having a first vertical axis and a second horizontal axis, a first top portion, and a second bottom portion, a first left side and a second right side, a plurality of time slot rectangles formed at intersections of said vertical and said horizontal axes, said time slot rectangles individually being an interface means, said grid having a time scale, said time scale being positioned at said left or said right side of said grid, said grid having a day/date scale, said scale being aligned with said horizontal or said vertical axis of said grid and said scale being positioned at said top or said bottom of said grid, said time slot rectangles each individually corresponding on said grid axis to said time scale and on said grid axis to said day/date scale forming thereby the appearance of a first schedule grid;

accessing said database through said interfaces, thereby inputting into said database new information relating to said providers, customers, and resources;

accessing said database through said interfaces thereby outputting from said database specific information relating to said providers, customers and resources; and accessing said database through said interfaces thereby adjusting the appearance and function of said scheduling calendar.

2. The method of claim1, further comprising the steps of :

viewing said scheduling calendar from a daily view, a weekly view or a monthly view,

viewing lists of available providers, customers and resources,

organizing said providers, customers and resources into groups,

maintaining a visible waiting list of customers, moving said waiting list of said customers individually to open time slot rectangles by dragging and dropping,

adding or modifying textual or graphic attachments to said database information corresponding to individual customers, providers and resources and,

modifying display colors of said display screen to effect identifying color codes for said appointment, customers, providers, resources and users,

generating written reports from said database said reports denoting, current appointments, an appointment grid, an appointment list, mailing labels, providers list, customers list, service code list, appointment status report, no show list, top 25 list, appointment reminder messages, sent reminder messages, productivity report, referral source report, zip code referral report, authorized visit alert report, revenue generation report, service code recall report and a report list. presetting access levels and passwords among providers, customers and users said access levels being adjustable to permit limited access by said customers and said users to said scheduling calendar, said access

being sufficient to inform said customer and said users of available time slots on said scheduling calendar, said access enabling said customer and said users to reserve said available time slots, notifying and reminding said customers of scheduled appointment by electronic or written means, and

an internet based updating means for permitting users to acquire a current version of said scheduling calendar, said update means being accessed through said interface.